



## MINUTES

### SENIOR CITIZENS ADVISORY BOARD

Tuesday, November 21, 2014 • 9:00 a.m.  
San Bruno Senior Center, 1555 Crystal Springs Road

#### WELCOME TO OUR ADVISORY BOARD MEETING

If you wish to speak on an item under discussion by the Board and appearing on the agenda, you may do so upon receiving recognition from the Board Chair. If you wish to speak on a matter not appearing on the agenda, you may do so during PUBLIC COMMENT. In compliance with the American Disabilities Act, individuals requiring accommodation for this meeting should notify us 48 hours prior to the meeting (616-7150).

1. **CALL TO ORDER:** Chair Goff called the meeting to order at 9:01 am
2. **ROLL CALL/ PLEDGE OF ALLEGIANCE:** Present: Chair Bill Goff, Vice Chair Barbara Luzaich, Dorothy Carmichael, Ellen Donnelly, Elisa Gerald, Flori Green, Karen Hornung and Ken Kreisel. Staff Present: Kerry Burns, Danielle Brewer, Gloria Deeter and Mary Tessier. Transcriber: Mary Tessier  
Staff will get a small flag to use for the Pledge of Allegiance for the meetings.
3. **ANNOUNCEMENTS:** Director Burns reported that the Centennial Gala will be held at Skyline College on Saturday, December 6. Superintendent Brewer will make an announcement about the Gala during the Wednesday lunch program.
4. **PRESENTATIONS:**
5. **REVIEW OF AGENDA:**
6. **APPROVAL OF MINUTES:** M/S Luzziach/Gerald approved the minutes of the October 21, 2014 meeting.
7. **PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** (Note: Board policy is to refer matters raised in this forum to staff for investigation and/or action where appropriate. State Law, known as the "Brown Act", prohibits Board from discussing or acting upon any matter that is not on the agenda. Non-agenda issues rose by members of the public or by the Board may, at the discretion of the Board, be scheduled for consideration at future meetings.)
8. **CONDUCT OF BUSINESS:**
  - a. Treasurer's Report – Chair Goff asked about the weekly deposits. Board Member Hornung said that there have been weekly deposits on the report for several months, which are the class and program funds from the cash register. The Treasurer's report was accepted as presented. **M/S Luzaich/Kreisel to approve the minutes.** Approved unanimously by all Board Members present.

- b. Review Minutes of the Special Events Committee – There was discussion of the meal for the New Year’s Eve Party. We will use two different colored placemats to distinguish the beef and salmon for the servers.
  - c. Purchase of New Refrigerator for Senior Nutrition Program – Supervisor Deeter reported that the kitchen refrigerator is over thirty years old and is leaking freon and needs a new compressor. She passed out a description of a new “True” three door refrigerator, which costs \$6,388. There was discussion about how to pay for the refrigerator. ***M/S Kreisel/Green recommend that the Trust Fund pay for a new refrigerator.*** Approved unanimously. Supervisor Deeter will need to get three quotes for the refrigerator. Board members discussed that the new refrigerator should only be used for the lunch program and not for pastries and bread.
  - d. Discuss and Select Volunteer Recognition Date – The Board expressed that they want the party on a Saturday afternoon and not a Friday evening. Supervisor Tessier suggested the date of Saturday, February 28, 2015. Many of the Saturday dates are already booked with rentals. The Committee was fine with that date and would like the Volunteer Committee to determine the theme and logistics of the party. Board Members Kreisel and Green are willing to assist on that committee.
9. **CORRESPONDENCE:** Thank you letters were written for donations made in memory of Betty Ravella and Marion Spadoni.
10. **COMMENTS FROM BOARD MEMBERS:**
- a. Board Member Kreisel would like a copy of the CHP bus report. Director Burns suggested that we add the Transportation Program to the next agenda.
  - b. Board Member Green brought up the Disabled Parking spaces and noted that it appears that seniors without disabilities are parking in these spaces. Supervisor Tessier said that there are copies of notices at the front desk that can be placed on car windshields. It is difficult to police this issue as staff and volunteers are busy with other tasks. Board Member Green would like the exercise instructors to encourage class members to park in the lot across the street or further down the parking lot.
11. **AGENDA BUILDING:**
- Transportation Program
  - Agenda Format and Reports
  - Pedro
12. **ADJOURNMENT:** The meeting was adjourned by Board Member, Ellen Donnelly and Chair Goff at 10:05 am

**\*\* POSTED PURSUANT TO LAW \*\***